



## **MESA CONVENTION CENTER EXHIBITORS TRANSIENT PRIVILEGE TAX INFORMATION**

### **GENERAL INFORMATION**

A person cannot lawfully engage in a business that has a taxable activity in the City of Mesa unless a Privilege Tax License has been issued. If a person is going to conduct business at a Mesa Convention Center event they must possess a valid City of Mesa Privilege Tax License. The license must be with the licensee at the event/activity.

### **CONVENTION CENTER EXHIBITOR LICENSE APPLICATION**

Upon payment to the City of Mesa of a five-dollar (\$5) non-refundable license fee, and completion of the Convention Center exhibitors' application, a license will be issued to the applicant. **This license is valid for 30 days and for the Mesa Convention Center Events only.**

### **RATE (AMOUNT OF TAX)**

Tax rate is 1.75% of the gross income.

### **REPORTING REQUIREMENTS**

A license/tax reporting form will be mailed to the applicant upon receipt of the application. After computing the tax due to the City of Mesa, forward the report and taxes due to:

City of Mesa Licensing Office  
P. O. Box 1466  
Mesa, AZ 85211-1466.

**Reports must be filed whether you have taxable activity or not. The tax return must be submitted to the City within 10 days after the expiration of the license.**

For any taxable activity within the state there may also be tax owed to the Arizona Department of Revenue. Please contact them regarding their licensing requirements. The Arizona Department of Revenue phone number is (602) 542-4576.

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PO Box 1466  
Mesa Arizona 85211-1466  
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